



# American Chamber of Commerce of The Bahamas

## Board Meeting Agenda

Date: January 30, 2025

Time: 6:00 p.m. EST

Location: Remote – Zoom Call

### 1. Welcome and Opening Remarks

- Mr. James Schaefer – President – Presiding Board Member

### 2. Review of Previous Meeting Minutes

- Summary of key points from the last meeting
- Approval of previous meeting minutes

### 3. Current Agenda Items

- Nomination and Election of Officers
  - Chief Executive Officer – Dan Romence
  - President – James Schaefer
  - Vice President – Doug Cowper
  - VP/Executive Director – Brian Sawich
  - Secretary – Craig Simms
  - Treasurer – Jarrett Thompson
  - Advisor – Robert Jensen
- Presentation: 2024 Year in Review – Brian Sawich VP/Executive Director
- Presentation: 2024 Financial Report – Jarrett Thompson, Treasurer

### 4. New Business

- Discussion: CY 2025 Plan
  - Outreach and Communications Plan/Strategy
    - Establish a Communications Committee/Working Group
- Annual General Meeting Planning
  - 2<sup>nd</sup> Quarter of Year
  - Board submits annual report
  - Quorum requires 30% of membership in attendance
- Open floor for new topics and suggestions

### 5. Action Items and Next Steps

- Summary of action items assigned during the meeting
- Planning for next meeting

### 6. Adjournment

- Closing remarks by James Schaefer - President
- Meeting adjournment